

EEO Utilization Report

Organization Information

Name: Missouri State Highway Patrol

City: Jefferson City

State: MO

Zip: 65101

Type: State Law Enforcement

Step 1: Introductory Information

Policy Statement:

The Missouri State Highway Patrol is firmly committed to a policy of equal employment opportunity and of nondiscrimination in public service. The Patrol will administer personnel policies and conduct employment practices in a manner which treats employees and qualified applicants on the basis of qualifications, experience, and other work-related criteria without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability. Equal opportunity will be provided in all personnel practices, such as recruitment, hiring, training, promotion, classification/compensation, transfer, demotion, termination, layoff, disciplinary action, benefits, and social or recreational programs.

As the superintendent, I pledge my support to this policy. Each commander will be responsible for ensuring the proper administration of this policy. Leadership at every level must share the responsibility of promoting equal employment opportunities.

The means to achieve the Patrol's goals and objectives are outlined within the Equal Employment Opportunity Plan. The Missouri State Highway Patrol is committed to the Civil Rights Act of 1964, Title VII, Title IX, amendments, sections 503 and 504, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Missouri Public Accommodations Act, and Executive Order 10-24. The Patrol will continue to implement good faith efforts to meet the established goals.

A handwritten signature in dark ink, reading "Sandra K. Karsten". The signature is fluid and cursive, with the last name "Karsten" being more prominent.

SANDRA K. KARSTEN, Colonel
Superintendent

Step 4b: Narrative of Interpretation

The Job Groups within the Missouri State Highway Patrol where underutilization exists are:

Officials and Administrators: Hispanic or Latino Males (-1%), Black or African American Males (-3%), Asian Males (-1%), White Females (-9%), Hispanic or Latino Females (-1%), Black or African American Females (-3%), and Asian Females (-1%).

Professionals: Hispanics or Latino Males (-1%), Black or African American Males (-1%), Asian Males (-2%), Black or African American Females (-3%), and Asian Females (-1%).

Technicians: Asian Males (-2%), White Females (-1%), Black or African American Females (-5%), Asian Females (-1%), and Two or More Races Females (-1%).

Protective Service (Sworn-Patrol Officials): Hispanic or Latino Males (-1%), Black or African American Males (-7%), White Females (-8%), and Black or African American Females (-4%).

Protective Service (Sworn-Patrol Officers): Hispanic or Latino Males (-1%), Black or African American Males (-5%), White Females (-24%), Hispanic or Latino Females (-2%), Black or African American Females (-7%), and Two or More Races Females (-1%).

Administrative Support: White Males (-22%), Hispanic or Latino Males (-1%), Black or African American Males (-2%), Hispanic or Latino Females (-1%), Black or African American Females (-6%), and Two or More Races Females (-1%).

Skilled Craft: Hispanic or Latino Males (-4%), Black or African American Males (-4%), Asian Males (-1%), Two or More Races Males (-1%), White Females (-5%), and Black or African American Females (-1%).

Service and Maintenance: Hispanic or Latino Males (-3%), Black or African American Males (-5%), Asian Males (-1%), Two or More Races Males (-1%), White Females (-20%), Hispanic or Latino Females (-2%), Black or African American Females (-4%), Asian Females (-1%), and Two or More Races Females (-1%).

Step 5: Objectives and Steps

1. Ensure the Patrol Recruitment Plan and efforts meet and comply with the standards set by the Commission on Accreditation of Law Enforcement Agencies (CALEA).

- a. The Patrol will monitor our policies to address areas of potential bias, prejudice, or where desperate impact could interfere with recruitment goals.
- b. All Patrol employees will be treated fairly without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

2. Ensure the Patrol Recruitment Plan and efforts meet and comply with the standards set by the Patrol's Strategic Plan.

- a. The Patrol will maintain an updated recruitment plan that will support the Strategic Plan.

3. Identify, recruit, hire, and retain the most qualified applicants with an emphasis on minority and protected class individuals.

- a. The Missouri State Highway Patrol's Career Recruitment Division will develop relationships with diverse communities across the state in order to recruit qualified applicants who represent the communities we serve.
- b. The Missouri State Highway Patrol will compile statistical data to determine causes for lower participation by underrepresented groups.

- c. The Patrol will use evidence-based tools to create recruiting techniques for diverse applicants.
- d. The Patrol will encourage female sworn officers to recruit and volunteer as role models for potential female applicants.
- e. The Patrol will maintain a workplace where all persons have a sense of belonging and acceptance.

4. Raise the awareness of equal employment opportunity within the Patrol through continuing affirmative action programs.

- a. The Patrol will create public announcements, news releases, and bulk email notices to community partners to inform them of Patrol career opportunities.
- b. The Career Recruitment Division will advertise all employment vacancies and distribute employment information in targeted areas where underrepresented groups are present.
- c. The Patrol will assign recruiters to attend community events held in diverse communities.
- d. The Patrol will place an emphasis on recruiting women.

Step 6: Internal Dissemination

The Equal Employment Opportunity Plan will be placed on the Career Recruitment and Human Resources Divisions' intranet page, and employees will be notified by email with a link to review the plan. A copy of the plan will be maintained in the Career Recruitment and Human Resources Divisions and made available upon request. The equal employment opportunity policy will be discussed at troop meetings, organizational meetings, orientation sessions, and will be part of in-service training programs, as well as the annual recruiters training program.

Step 7: External Dissemination

The Missouri State Highway Patrol Equal Employment Opportunity Plan will be made available to the general public and potential employees on the Patrol's internet website. A copy of the plan will be maintained in the Career Recruitment and Human Resources Divisions and made available to the public upon request. All Patrol facilities will publicly display the state and federal Equal Employment Opportunity posters, and all career opportunity bulletins will display the phrase 'The Missouri State Highway Patrol is an Equal Opportunity Employer.'

Utilization Analysis Chart
Relevant Labor Market: Missouri

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	14/74%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/26%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	184,650/54%	3,175/1%	8,670/3%	620/0%	3,120/1%	60/0%	1,690/0%	285/0%	119,280/35%	2,595/1%	11,405/3%	490/0%	1,825/1%	25/0%	1,450/0%	270/0%
Utilization #/%	19%	-1%	-3%	-0%	-1%	-0%	-0%	-0%	-9%	-1%	-3%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	113/44%	0/0%	3/1%	0/0%	0/0%	1/0%	1/0%	0/0%	131/51%	2/1%	3/1%	0/0%	1/0%	0/0%	1/0%	0/0%
CLS #/%	180,155/36%	4,275/1%	11,025/2%	425/0%	10,395/2%	65/0%	1,715/0%	640/0%	254,975/51%	5,335/1%	21,950/4%	760/0%	6,910/1%	225/0%	2,260/0%	585/0%
Utilization #/%	8%	-1%	-1%	-0%	-2%	0%	0%	-0%	0%	-0%	-3%	-0%	-1%	-0%	-0%	-0%
Technicians																
Workforce #/%	275/43%	4/1%	15/2%	0/0%	0/0%	2/0%	1/0%	0/0%	312/49%	6/1%	18/3%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	30,115/34%	710/1%	1,880/2%	90/0%	1,485/2%	0/0%	245/0%	60/0%	43,730/50%	990/1%	6,790/8%	130/0%	1,085/1%	15/0%	490/1%	130/0%
Utilization #/%	9%	-0%	0%	-0%	-2%	0%	-0%	-0%	-1%	-0%	-5%	-0%	-1%	-0%	-1%	-0%
Protective Services:																
Sworn-Officials																
Workforce #/%	91/88%	1/1%	3/3%	0/0%	1/1%	1/1%	1/1%	0/0%	6/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	32,540/68%	885/2%	4,710/10%	50/0%	120/0%	35/0%	545/1%	70/0%	6,795/14%	150/0%	1,735/4%	115/0%	10/0%	0/0%	159/0%	35/0%
Utilization #/%	20%	-1%	-7%	-0%	1%	1%	-0%	-0%	-8%	-0%	-4%	-0%	-0%	0%	-0%	-0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	1017/89%	21/2%	27/2%	0/0%	3/0%	11/1%	5/0%	0/0%	58/5%	2/0%	4/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	122,955/48%	7,750/3%	19,420/8%	610/0%	1,015/0%	119/0%	2,315/1%	245/0%	74,155/29%	4,480/2%	17,875/7%	480/0%	1,090/0%	125/0%	1,559/1%	440/0%
Utilization #/%	40%	-1%	-5%	-0%	-0%	1%	-0%	-0%	-24%	-2%	-7%	-0%	-0%	-0%	-1%	-0%
Protective Services: Non-sworn																

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,725/34 %	75/1%	380/8%	20/0%	20/0%	0/0%	44/1%	15/0%	2,270/45 %	75/1%	320/6%	0/0%	10/0%	0/0%	60/1%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	9/8%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	105/88%	0/0%	2/2%	0/0%	2/2%	0/0%	0/0%	0/0%
CLS #/%	217,975/29 %	5,790/1%	21,740/3 %	570/0%	2,950/0%	130/0%	2,595/0%	560/0%	416,350/56 %	9,785/1%	54,500/7 %	1,670/0%	5,375/1%	320/0%	5,425/1%	1,160/0%
Utilization #/%	-22%	-1%	-2%	-0%	-0%	-0%	-0%	-0%	32%	-1%	-6%	-0%	1%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	30/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	214,410/85 %	9,320/4 %	10,695/4 %	1,025/0%	1,320/1%	135/0%	2,220/1%	295/0%	11,580/5 %	640/0%	1,275/1%	110/0%	250/0%	45/0%	190/0%	30/0%
Utilization #/%	15%	-4%	-4%	-0%	-1%	-0%	-1%	-0%	-5%	-0%	-1%	-0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	44/83%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	7/13%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	359,755/45 %	26,760/3 %	54,850/7 %	1,910/0%	6,005/1%	560/0%	5,130/1%	780/0%	262,530/33 %	15,300/2 %	48,290/6 %	1,310/0%	7,105/1%	325/0%	4,150/1%	825/0%
Utilization #/%	38%	-3%	-5%	-0%	-1%	-0%	-1%	-0%	-20%	-2%	-4%	-0%	-1%	-0%	-1%	-0%

Significant Underutilization Chart

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Professionals					✓						✓					
Technicians					✓						✓		✓			
Protective Services: Sworn-Officials			✓						✓							
Protective Services: Sworn-Patrol Officers		✓	✓						✓	✓	✓		✓		✓	
Administrative Support	✓										✓					
Service/Maintenance									✓							

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Colonel																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant Colonel																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Major																
Workforce #/%	3/60%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	26/90%	1/3%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	61/90%	0/0%	1/1%	0/1%	1/1%	1/1%	1/1%	0/0%	3/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	1017/89%	21/2%	27/2%	0/0%	3/0%	11/1%	5/0%	0/0%	58/5%	2/0%	4/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Amanda L. Renn	HR Assistant Director	06-29-2018
_____	_____	_____
[signature]	[title]	[date]